

Quality Management Office (QMO)

SUBJECT:

Environmental Management System (EMS) and Occupational Safety and Health (OS&H) FY 2008 Objectives and Targets and Management Plan

Note: Objectives and Targets adopted from FY08 Site Level Environmental, Safety & Health (ESH) Objectives.

Rev. 0

PREPARED BY:

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QMO EMS/OSH POC

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Manager, QMO


(Signatures on file)

EMS Objectives and Targets and Management Plan

Objective 1: Improve Electronics Stewardship


Target 	Actions	Person Responsible	Completion Date
Ensure 95% of desktop computers and monitors are EPEAT Bronze or higher. (see http://www.epeat.net/) (Supports Federal Electronics Challenge, EO13423)	Check all current desktop computers and monitors to see if they are EPEAT Bronze or higher. If not, request replacements.	S. Stein/C. Patterson	9/30/08
Enable ENERGY STAR® features are enabled on 100% of computer monitors. (Supports Federal Electronics Challenge, EO13423)	Check all current monitors to see if they are have the ENERGY STAR® features and enable if not already in that state.	S. Stein/C. Patterson	9/30/08
Recycle 100% of non-reusable computer units using environmentally sound recycling practices	Ensure that any non-reusable computer units are recycled using environmentally sound recycling practices.	All QMO staff/S. Stein/C. Patterson	9/30/08

Objective 2: Improve the ISO 14001 System


Target 	Actions	Person Responsible	Completion Date
Review opportunities for improvements from FY 08 Internal and External EMS audits and other sources and make at least one improvement.	Develop objectives and targets for improvement.	S. Stein/QMO Manager	9/30/08

OS&H Objectives and Targets and Management Plan


Objective 1: Improve accident and injury rate performance

Target 	Actions	Person Responsible	Completion Date
Increase senior management's Safety Observations of personnel conducting work/operations. (Supports PEMP 5.1.1.1)	Conduct at least one additional observation above the required amount.	QMO Manager/S. Stein	9/30/08
Initiate training to raise awareness of injuries related to overexertion, slips, falls, bodily reaction and repetitive motion.	Conduct at least one training session with all staff.	OSH POC	9/30/08
Design mechanisms to encourage Zero Traffic violations and accidents.	Offer reimbursement for defensive driving training or use of on-line CBT classes to all staff.	QMO Manager/S. Stein	9/30/08

Objective 2: Achieve full compliance with applicable occupational safety & health requirements

Target 	Actions	Person Responsible	Completion Date
Improve implementation of 10CFR851 requirements and SBMS OSH Subject Area programs by increasing awareness of OSH requirements.	Arrange for SME in manual lifting to present awareness training to all staff	OSH POC	9/30/08

Objective 3: Improve staff awareness of the occupational safety & health hazards of domestic and foreign travel

Target 	Actions	Person Responsible	Completion Date
Develop awareness of health and safety hazards personnel encounter unique situations during domestic and foreign travel.	Review the new Travel JRA for applicability to QMO,s travel and raise awareness in impacted workers.	OSH POC	9/30/08

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Registered to
ISO 14001



Registered to
OHSAS 18001